

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE
AUTHORITY, HELD ON THE 5TH DAY OF AUGUST 2013, 7:00 P.M., BOARD ROOM,
MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:**

PRESENT:	Gary Creed	-Chair
	Annette Perkins	-Member
	Matthew Gabriele	-Member
	Christopher Tuck	-Member
	Mary Biggs	-Secretary-Treasurer
	William Brown	-Vice Chair
	Robert C. Fronk	-PSA Director
	Karri Cridlin	-Secretary to PSA Board
	Craig Meadows	-County Administrator
	Marty McMahon	-County Attorney
ABSENT:	James Politis	-Member

CALL TO ORDER

Chair Creed called the meeting to order and determined that a quorum was present.

PUBLIC ADDRESS SESSION

There were no comments from the public.

CONSENT AGENDA

On a motion by William Brown, seconded by Matthew Gabriele, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated August 05, 2013.

The roll call vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
Gary Creed		James Politis
William Brown		Annette Perkins
Christopher Tuck		
Mary Biggs		
Matthew Gabriele		
Christopher Tuck		

FINANCIAL REPORT

The financial report for period ending July 31, 2013, was presented for review and discussion.

R13-08-1
RESOLUTION AUTHORIZING TRANSFER OF
FUNDS FROM OPERATING CASH TO BOARD DESIGNATED FUNDS

On a motion by Matthew Gabriele, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Board of Directors hereby authorizes the transfer of \$493,391 from Operating Cash into Board Designated Reserves, also \$889,859 from Operating Cash to a new Capital Improvement Project Fund for use in future water and wastewater capital project.

The roll call vote on the foregoing motion is as follows:

AYE

Annette Perkins

William Brown

Matthew Gabriele

Mary Biggs

NAY

ABSENT

James Politis

Christopher Tuck

Gary Creed

R13-08-2
RESOLUTION AUTHORIZING PSA EMPLOYEE
INCENTIVE PROGRAM MODIFICATIONS

On a motion by Annette Perkins, seconded by Matthew Gabriele, and carried; IT WAS RESOLVED, that the Board of Directors hereby authorizes the increase for PSA incentives for:

Current PSA Incentives

Operator in Charge: 5% Salary Increase

Acquiring License with an advance in pay grade: 5% Salary Increase

Acquiring license without advancing in pay grade: 2.5% Salary Increase

Approved PSA Incentives

Operator in Charge: 10% Salary Increase

Acquiring license with an advance in pay grade: 10% Salary Increase

Acquiring license without advancing in pay grade: 5% Salary Increase

The roll call vote on the foregoing motion is as follows:

AYE

Annette Perkins

William Brown

Matthew Gabriele

Mary Biggs

NAY

ABSENT

James Politis

Christopher Tuck

Gary Creed

R13-08-03

**RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF
THE COUNTY OF MONTGOMERY VIRGINIA TO BEGIN THE PROCESS OF
PHASING OUT THE AFFAIRS OF THE
MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY AND
HAVE THE COUNTY TAKE OVER THE FUNCTIONS OF
THE AUTHORITY PROVIDING WATER AND SEWER UTILITY SERVICE**

On a motion by Matthew Gabriele, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Board of the Montgomery County Public Service Authority begin the process of phasing out the affairs of the Montgomery County Public Service Authority; and

WHEREAS, the Montgomery County Board of Supervisors created the Montgomery County Public Service Authority ("the Public Service Authority") to provide water and sewer utility service to the unincorporated areas of the County of Montgomery, Virginia; and

WHEREAS, the Public Service Authority has established a water and sewer system serving the citizens living in the unincorporated areas of the County of Montgomery, Virginia; and

WHEREAS, the Board of Directors of the Public Service Authority desire for the County of Montgomery to take over the functions of the Public Service Authority of providing water and sewer service in the unincorporated areas of the County, to assume all the obligations of the Public Service Authority, to acquire all the assets of the Authority and to begin the process of phasing out the affairs of the Public Service Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Montgomery County Public Service Authority that the Board of Directors hereby request the Board of Supervisors of the County of Montgomery, Virginia to take over the functions of the Public Service Authority of providing water and sewer service in the unincorporated areas of the County; to assume all the obligations of the Public Service Authority; to acquire all the assets of the Public Service Authority; and to begin the process of phasing out the affairs of the Montgomery County Public Service Authority.

The roll call vote on the foregoing motion is as follows:

AYE

Annette Perkins

Mary Biggs

William Brown

Matthew Gabriele

NAY

Gary Creed

Christopher Tuck

ABSENT

James Politis

DIRECTOR'S REPORT

1. Monthly Activities Report
The July 2013 report was presented for review
2. Fire Hydrant Flow Testing
The contractor performed fire hydrant testing and maintenance on 398 fire hydrants during the second through fourth week of July 2013. A spreadsheet will be compiled to record the fire hydrant pressure and flow for all hydrants. This work also identified fire hydrant deficiencies outside the scope of the contractor's work. These deficiencies will be turned over to the PSA maintenance crew for correction.
3. Rowe Furniture Water Line

Rowe's staff and attorney asked the PSA to install an isolation valve on the fire line to allow it to be turned off while maintaining domestic water service to the facility. We prepared and forwarded a cost estimate for the work to the IDA and they committed to pay for materials and half of the projected installation cost. The PSA Maintenance Crew started the work during the plant shutdown of the first week of July 2013, but was unable to complete it. We plan on completing the work during the next plant shutdown in August 2013.

4. Notice of Violation – Riner Wastewater Treatment Plant
The Department of Environmental Equality (DEQ) issued a fourth Notice of Violation (NOV) to the Riner Wastewater Treatment Plant (WWTP) on June 20, 2013 for an additional Copper permit violation that occurred in April 2013. We also had a single Ammonia violation in June that was reported to DEQ in the middle of July 2013. This violation may have been a result of treatment plant process switchover, reduced flow due to school shutdown, and/or school end-of-year cleaning. We held a meeting with DEQ representatives and PSA staff on April 9, 2013 to review the plant status and potential DEQ enforcement action. Initially DEQ staff indicated they would issue enforcement action within a few weeks, but later decided to wait as the Riner plant has maintained compliance with TKN and BOD5 limits. We have kept DEQ enforcement staff informed of all WWTP operation issues and PSA activities.
5. Elliston Wastewater Treatment Facility (WWTP) Diffuser
The discharge from the Elliston WWTP enters the Roanoke River through an in-stream section of pipe with multiple ports to distribute the discharge and increase mixing. The diffuser was knocked loose during the floods of the past spring by a large tree that hung on the diffuser. We are currently evaluating options to reconnect the diffuser.
6. Elliston Wastewater Treatment Facility Permit (WWTP) Renewal
The current Elliston WWTP permit issued by DEQ will expire September 30, 2013. We submitted all required information and applications several months ago as required for permit renewal. A draft permit prepared by DEQ has been received and reviewed. Several of the existing permit limits will change slightly. A public comment period will be open August and September 2013 after advertisement in the Roanoke Times "Burgs" section.
7. Elliston Wastewater Treatment Facility (WWTP) Roof Replacement
Roof inspections were performed on the nearly 30 year old roofs of the plant buildings after the office building developed a leak. HDH Associates of Christiansburg performed the inspection and recommended replacing the existing flat-roof system membranes with similar membranes with 20- year warranty. We evaluated the possibility and cost of placing singled-pitched roofs on the buildings and determined it to be most cost effective. We solicited quotes, selected a contractor and scheduled the work in August 2013.
8. Water Meter Plant for Joinder
Water Authority, Town of Blacksburg, Town of Christiansburg and PSA staff members have held several meetings to plan and implement water metering procedures and bulk meter installations required for the Joinder. The new metering and billing procedures should start in August and September 2013.
9. Water System Permit Modifications due to Joinder
Water Authority and PSA staff met with the Virginia Department of Health (VDH) staff to review the required modifications to the existing water system permits due to the Joinder conditions. We requested that VDH consider combining the numerous PSA permits into a single permit once all are connected to the Water Authority. This request is currently under consideration at VDH.
10. Auburn High School Project
The first phase of the Auburn High School project was completed July 25, 2013. We authorized a 120-day temporary Certificate of Occupancy (CO) to allow time for the school to start up and collect a wastewater sample to confirm equipment operation.
11. Warm Hearth Water Main Extension Project
The water main extension project into Warm Hearth as required by the Joinder was advertised for bid on July 15, 2013 with bid opening scheduled for August 16, 2013

AUTHORITY MEMBERS' REPORT

Member Gabriele -No Report

Member Politis -Absent

Member Perkins -No Report

Member Brown -No Report

Member Tuck -Absent

Member Biggs- -No Report

Member Creed At the PSA meeting on Aug.5th 2013, I resigned my position as chair of the PSA board. I felt this was a necessary step to make to provide the County citizens with the information that they deserve when this board or any board over steps their bounds and decide to pass legislation without doing their due diligence. I would be in favor of the PSA becoming a department of the county, providing that all known information be brought forward. To not do this is not in the best interest of the Citizens of the County. With so much going on with the PSA and the Water Authority and the Millions of dollars at stake if we do not do this right, I certainly believe that a few more days be granted to get all of the facts about Grants and Loans. This should have been done before a vote was held. This however was not done by the board. I informed the Board before the vote that I would step down from my position as chair if this motion was passed before due diligence was done.

INTO CLOSED MEETING

(IN 8:56 PM)

On a motion by Mathew Gabriele, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enter into Closed Meeting for the discussion of the following:

Section 2.2-3711 (1) Discussion, Consideration or Interviews of Prospective Candidates for Employment; Assignment, Appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Resignation of Specific Officers, Appointees or Employees of Any Public Body

1. Personnel

The roll call vote on the foregoing motion is as follows:

AYE

NAY

ABSENT

Matthew Gabriele

James Politis

William Brown

Gary Creed

Annette Perkins

Christopher Tuck

Mary Biggs

OUT OF CLOSED MEETING

(OUT 9:35 PM)

On a motion by Matthew Gabriele, seconded by Annette Perkins, and carried; IT WAS RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

The vote on the foregoing motion is as follows:

AYE

NAY

ABSENT

William Brown

Christopher Tuck

Matthew Gabriele

James Politis

Mary Biggs

Gary Creed

Annette Perkins

CERTIFICATION OF CLOSED MEETING

WHEREAS, The Montgomery County Public Service Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia Law

NOW, THEREFORE, BE IT RESOLVED, That the Montgomery County Public Service Authority hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion conveying the closed meeting were heard, discussed or considered by the Board.

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for September 3, 2013 due to observance of County holiday.